

Government of Andhra Pradesh
Department of Technical Education

**STATE BOARD OF TECHNICAL EDUCATION & TRAINING: AP,
MANGALAGIRI**

Detailed Notification for admission into

SHORT TERM PROFESSIONAL CERTIFICATE COURSES (STPC) - A.Y 2025-26

Dated: 22-11-2025

The State Board of Technical Education & Training, Andhra Pradesh invites applications from eligible candidates for admission into Short Term Professional Certificate Courses (STPC) for the Academic Year 2025-26 offered at different institutes in the State. The details are as follows:

1. Eligibility Criteria & Duration of Courses offered:

S.No	Name of the Course	Duration	Eligibility for the Course
1	Office Automation	3 Months	Pass in S.S.C or its equivalent
2	P.C. Maintenance and Troubleshooting	3 Months	A student studied upto SSC
3	Web Designing	3 Months	Pass in S.S.C or its equivalent
4	Certificate course in Yoga	3 Months	Pass in Intermediate or its equivalent
5	Chemical Safety Supervisor	3 Months	Bachelor's Degree in Chemistry or a Diploma in Chemical Engineering/Technology with 5 years of experience OR (ii) Either Master's Degree in Chemistry or a Bachelors Degree in Chemical Engineering/ Technology with 2 years of experience. <i>Note: The experience stipulated above shall be in process operation and maintenance in the Chemical Industry.</i>
6	Pharmaceutical Technology	3 Months	Degree in Science with Chemistry as compulsory subject or Biotechnology OR Degree in Pharmacy/Diploma in Pharmacy / B.Tech in Chemical Engineering
7	Land survey	4 Months	A pass in SSC / Fail or its equivalent

8	Beautician	6 Months	Pass in S.S.C or its equivalent
9	Front Office Operation	6 Months	Pass in Intermediate or its equivalent
10	Food & Beverage Service	6 Months	Pass in S.S.C or its equivalent
11	Fire Safety	6 Months	A pass in 10+2 or equivalent
12	Fashion Design & Garment Making	One Year	Pass in S.S.C or its equivalent
13	Industrial Safety	One Year	A Bachelor's Degree in any branch of Engineering / Technology OR A Diploma in any branch of Engineering / Technology and relevant practical experience in a supervisory capacity for a period of not less than two years OR A Bachelor's Degree in Science with Physics or chemistry as a compulsory subject and relevant practical experience in a supervisory capacity for a period of not less than one year. The experience should be in any one of the following: Manufacturing, Quality Assurance, Maintenance or Safety in industry, OR Research, Training or Education in the field of Industrial Safety or Environment OR Government Department in administration of safety legislation
14	Food Production	One and Half Year	Pass in S.S.C or its equivalent

2. List of Institutions, Courses Offered & Duration:

- ✓ The detailed list of institutions offering STPC courses along with duration is enclosed as Annexure-I

3. Important Instructions:

- ✓ Admission procedure is through online mode only.
- ✓ Interested candidates has to register, fill the application and pay the registration & processing/counselling fee through online mode only using the url - <https://apsbtet.in/stpc>
- ✓ Eligibility list will be published in the website under notification tab.
- ✓ Incomplete applications and applications with lack of required documents/lack visibility will lead to cancellation of candidature.
- ✓ Candidate should apply for one institute only and has to attend the counselling at the same institution.
- ✓ The candidate should produce all original certificates for verification at the institute concerned and the successful admitted candidates shall pay the prescribed course fee on the same day of certificate verification.
- ✓ Admission will be made strictly on merit, based on marks secured in the qualifying examination, subject to work experience requirements if any.
- ✓ Reservation rules will be followed as per Government of Andhra Pradesh norms.
- ✓ Registration and Processing/Counselling fee once paid shall not be refunded under any circumstance.
- ✓ Experience certificate shall contain the industry registration(GST / CIN/Udyam), Nature and type of organisation with authorised signatory (proforma enclose)

4. Examinations:

Examinations will be conducted in nearby Government Polytechnics only as per the schedule given by SBTET,A.P

5. Fee Structure:

a) Registration & Processing/Counselling fee:

An amount of Rs.400/- (Rupees Four Hundred only) shall be paid through online mode at the time of submission of online application

b) Course fee shall be paid at the institute where candidate got admitted. The course wise fee structure is mentioned in the Annexure-II

Note: As all these courses are self-financed, same fee is applicable for both government & private institutions and fee reimbursement is not applicable

6. Schedule:

Issue of notification	22-11-2025
Commencement of online registration & filing of application	28-11-2025
Last date for filing of online applications	10-12-2025
Provisional Allotment of seats Meret list	15-12-2025
Physical verification of certificates at allotted colleges	18-12-2025
Payment of Tuition /other fee at college	19-12-2025
Commencement of Class Work	22-12-2025

7. How to Apply:

- a. Candidates should register and submit the application through online mode only with the url <https://apsbtet.in/stpc>
- b. Upload the Scanned copies (with clear visibility) of necessary documents related to educational qualifications, experience, residence etc whatever applicable
- c. All the original documents shall be produced at the time of verification
- d. Submission of any false information will lead to cancellation of the admission at any stage of the process

Note: 1) For 3,4,6 months courses second session notification will be issued latter

- 2) Academic Calendar will be communicated before commencement of class work
- 3) Spot admissions will be conducted to the left over seats if any at the Institutes concerned on 23-12-2025 strictly following the above Guidelines
- 4) In any course, if the admitted strength is less than ten, such course will not be continued

Sd/- Secretary,
SBTET, A.P.

K. Carli Fatti

Deputy Secretary,
SBTET, A.P.

ANNEXURE-I

The list of Institutes offering Short Term Professional Certificate Courses(STPC) under the control of SBTET, A.P in the State of Andhra Pradesh for the Academic Year 2025-26 is as follows:

Sl.No	Inst Code	Institute Name & Address	Courses offered	No of Seats
1	9001	Aloka Institute of Industrial Safety, Plot. No: 29, Gayatri Nagar, Near Padmavathi Nagar, Dharmapuri road, Vizianagaram Dist, Andhra Pradesh- 535002	Industrial Safety	30
2	9004	Bhavya Development Processing Solution Pvt., Ltd., (BDPS), DNO: 40-7-12A, 2ND Floor, Datta Lord's Complex, Beside PVP Mall Gate, Vijayawada-520010	Office Automation	30
3	9005	Bhavya Development Processing Solution Pvt., Ltd., (BDPS), 3rd Floor, Swarnalok Complex, Governorpet, Vijayawada, Krishna (Dist)-520002	Office Automation	30
4	9007	BSR INSTITUTE OF FIRE & SAFETY ENGINEERING, HRT Plaza, 3rd Floor, Nara Chandrababu Naidu Colony, Bandar Road, Benzcircle, Vijayawada - 520010	Industrial Safety	150
5	9008	BSR INSTITUTE OF FIRE & SAFETY ENGINEERING, Dwaraka nagar, 2nd Line, Isnar Complex, 5th Floor, ICICI Bank, Visakhapatnam- 530016	Industrial Safety	210
6	9009	BSR INSTITUTE OF FIRE & SAFETY ENGINEERING, Sri Sai Complex, 2nd floor, Opp. R.K degree College, Mayuri Junction, Vizianagaram, Pin:535003	Industrial Safety	210
7	9010	Couturies Den Institute of Fashion Technology, D.No:49-9-28/12, Flot No:12, 3rd Floor Mukund Suvasa Appartment 3rd line, Dwarakanagar, Visakhapatnam- 530016	Fashion Designing & Garment Making	27

8	9011	DES's Fergusson Centre for Higher Learning, Kurrakalva (Village), Papanaidupeta (Post), Renigunta (Mandal), TCL Company Road, Tirupati Distirict - 517526	Industrial Safety	30
9	9012	Godavari Institute of Fashion Technology, D.N:15-6-3, Opp: Paper Mills, Luthergeri Campus, Rajahmundry, East Godavari -533105	Fashion Designing & Garment Making	30
			Pharmaceutical Technology	10
			Office Automation	10
			PC Maintenance and Trouble Shooting	10
			Web Designing	10
10	9013	Govt. Institute of Chemical Engineering, Opp: Govt. Polytechnic, Industrail Estate(P), Visakhapatnam -530007	Industrial Safety	60
			Fire Safety	20
			Chemical Safety Supervisor	30
11	9014	Greenhatsz Institute of Fire and Industrial Safety, D.No: 47-14-9, 3rd Floor, Potluri Castle, Dwarakanagar Main Road, Visakhapatnam -530016	Industrial Safety	60
12	9015	IIFSE (INSTITUTE OF INDUSTRIAL FIRE & SAFETY ENGINEERING), (ISO 9001:2015 certified) 47-10-13/14, 3RD FLOOR, REDNEM PLAZA APARTMENTS, 2nd Line, Opp Pollocks School, DWARAKANAGAR, VISAKHAPATNAM-530016	Industrial Safety	180
13	9016	IIFSE(Institute of Industrial Fire & Safety Engineering, (ISO 9001:2015 Certified) PLOT NO-03, Thotapalem, Near RTC Complex, 1st Floor, My store Super Market upstairs, Vizianagaram-535002.	Industrial Safety	150
14	9017	Indian Institute of Fire Safety, D.No. 12-232, Tadepalli, Guntur (Dist) - 522501	Industrial Safety	30
15	9018	INVOTECH PRECISION ENGINEERS, DR.NO: 127-02-107, 2rd Floor, VJ Residency, 4th Line, Vijaya Durga Nagar, Behind Hosanna Mandir, Gorantla, Guntur Dist - 522034, Andhra Pradesh.	Industrial Safety	60
			Fire Safety	30

16	9019	KAKINADA INSTITUTE OF FASHION TECHNOLOGY, 1-10-11, Sri Ramnagar, Bhanugudi Junction, Railway Station Road, Kakinada-533 003	Fashion Designing & Garment Making	36
17	9021	Laman Academy for Fire & Safety (LAFS), Office No:302, 3rd Floor, G.K.Towers, Opp:Kalanikethan Shopping Mall, Dwarakanagar, Main Road, Visakhapatnam - 530016	Industrial Safety	60
18	9022	National Institute, D.No:25/518, Srinivasanagar, Behind Ramanatha Theater, Nandyal- 518501	office Automation	30
19	9023	NCTT Centre for Fire & Safety, MIG-1-113, D.No:24-37-41, Vinayaka Nagar, Vuda Colony, Pedagantyada, Visakhapatnam -530044	Industrial Safety	90
20	9024	OMKARS COMPUTER INSTITUTE, K. Radha Devi Prop., OMKARS TYPE INSTITUTE/Estd:1957) D.No: 5-11-14, 2/10, Omkar Bhavan, Brodipet, Guntur (Dist) - 522002	Office Automation	30
21	9027	S.V.R. Institutions, D.No:35-66-41, 1st floor,Mangalluri road, Near Ongole Public School, Above Aditya Super Market, Ongole, Prakasam Dist-523001	Industrial Safety	90
22	9028	SAFETY AXIS - FIRE AND INDUSTRIAL SAFETY, D.No: 30-15-56, 2nd Floor, Daba Gardens, Visakhapatnam -530020	Industrial Safety	60
23	9029	Sai Institution of Technology and Educational Society, Computer Training and Software Development Center, #14/402, Ground Floor , Govinda Reddy Building, Opp. Kiran Printing Press, Near Sri Venkateswar Temple, opposite street first right side, Kamala Nagar, Ananthapur (Dist) - 515001.	Office Automation	15
24	9030	Sai Institution of Technology and Educational Society Computer Training and Software Development Center, #14/402, UP-Stair , Govinda Reddy Building, Opp. Kiran Printing Press, Near Sri Venkateswar Temple, opposite	Office Automation	15

		street first right side, Kamala Nagar, Ananthapur (Dist) - 515001	Certificate Course in Yoga	10
25	9031	Sasikiran Institutions, 1-98, Dungalavanipalem, Makavarapalem Mandal, Anakapalli District.	office Automation	30
			Food Production	15
			Land Survey	30
			Industrial Safety	60
26	9034	SOUTHERN INSTITUTE OF MINES, HEALTH AND INDUSTRIAL SAFETY, D.No:24/6/702, First Floor, Military Colony, Kondayapalem Gate, Dargamitta, Nellore -524004	Industrial Safety	60
27	9036	Sri Padmalaya Computer Institute, Anjaiah Road, Ongole, Prakasam District -523002	Office Automation	25
28	9037	Sri Santeeswara Baba Institute of Higher Studies D.No:14-2-1, 2nd Floor, Gunturivarithota, Bombay Hosieries& Fashion Building, Near B.R. Stadium, Grand Trunk Road, Kothapeta, Guntur -522001	Industrial Safety	30
29	9038	Sri Santeeswara Baba Institute of Higher Studies Educational Society, D.No:10-184/1, Sadguru Towers, Street: Traffic Police Station Road, PM Palem, Madhurawada - 530041	Industrial Safety	30
30	9039	Sri Vijaya Computer Institute, 18/688,Neeruganti Street, Old Town, Ananthapur- 515001	Office Automation	30
31	9042	YSES COMPUTERS 6-41, Opp: Axis Bank ATM, Main Road, Malikipuram, Dr. B.R.Ambedkar Konaseema District -533253	Office Automation	30
32	9043	Gayatri Institute of Fire and Safety Engineering, 4-68, Thanam, Parawada, Anakapalli - 531021	Industrial Safety	30
33	9049	Techmate Institute of Fire & Safety, D.No:8-13-15/3, Gokul Nagar, Old Gajuwaka, Visakhapatnam - 530026	Industrial Safety	20

34	9045	Sri Venkata akshra skill development Institute, D.No:18-101, Nagarampalem Road, Madhurawada, Visakhapatnam - 530048	Food Production	60
			Food & Beverage Service	60
			Front office Operations	30
			Beautician	30
35	9044	ProTech Safety Engineers Dno:89-4-304, MIG-106, Adjacent Road to Apollo Pharmacy, APHB Colony, Guntur -522005	Industrial Safety	30
36	9048	Synergy Center, MIG-106, APHB Colony, Guntur - 522005	Office Automation	60
37	9046	SSR Academy, D No:18-3-27, Gundalavari Veedhi, Near Three Lamps, Vizianagaram - 535002	Certificate Course in Yoga	10
			Office Automation	30
			Fire Safety	10
38	9050	Vestek Institute, 5-388/6/7, Near Akhila Hoe, L.P.Road, Darsi, Prakasam District - 523247	Industrial Safety	60
39	9047	S.V.R. Institutions, D.No:27-7-26, Srinagar, Gajuwaka, Visakhapatnam - 530026	Industrial Safety	60

Sd/- Secretary,
SBTET, A.P.



Deputy Secretary,
SBTET, A.P.

Annexure-II
Details of Course Fee (to be paid at admitted Institutes)

SNO	Name of the Course	Duration of the Course	Course Fee in Rs.
1	Office Automation	3 Months	6,000/-
2	P.C. Maintenance and Troubleshooting	3 Months	6,000/-
3	Web Designing	3 Months	6,000/-
4	Certificate course in Yoga	3 Months	12,000/-
5	Chemical Safety Supervisor	3 Months	12,000/-
6	Pharmaceutical Technology	3 Months	12,000/-
7	Land survey	4 Months	6,000/-
8	Fire Safety	6 Months	15,000/-
9	Beautician	6 Months	15,000/-
10	Front Office Operation	6 Months	12,000/-
11	Food & Beverage Service	6 Months	12,000/-
12	Fashion Design & Garment Making	One Year	20,000/-
13	Industrial Safety	One Year	20,000/-
14	Food Production	One and Half Year	25,000/-

Sd/- Secretary,
SBTET, A.P.



Deputy Secretary,
SBTET, A.P.

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(To be issued on the Company / Industry Letterhead)

(Name of the Industry / Company)

(Address)

Type of Organization: (Govt / Pvt / PSU / MSME / Registered Firm)

Registration Details (GST/Udyam/CIN/Shop & Establishment No.):

INDUSTRY EXPERIENCE CERTIFICATE

This is to certify that Mr./Ms. -----,is working/ has worked in our organization as -----(Designation / Job Role] with Employee ID :-----
-----He/she joined the organization on -----and was relieved on -----there by completing the total work experience of -
-----years/months. His/her nature of work includes -----

-- (brief description of duties/responsibilities).During the period of employment, his/her performance and conduct have been found to be Excellent / Very Good / Good / Satisfactory.

The details provided are true and correct to the best of our knowledge. This certificate is being issued on the employee's request for admission into Short Term Professional Certificate (STPC) Courses.

Signature of Employer / Authorized Signatory
(Company Seal)

Name: _____

Designation: _____

Contact Number: _____

Email ID: _____

Place:

Date: